



# County Elected Officials Training Incentive Program Training Approval Request Form

Training Approval Requested By: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Phone: \_\_\_\_\_

\_\_\_\_\_ Fax: \_\_\_\_\_

\_\_\_\_\_ E-mail: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Title: \_\_\_\_\_

*Attach a copy of the detailed training event agenda showing all times of training sessions and any breaks given and complete the following:*

Training Title: \_\_\_\_\_

Training Dates: \_\_\_\_\_

Vendor(s): \_\_\_\_\_

Training Locations: \_\_\_\_\_

Training Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_ Fax: \_\_\_\_\_

*Indicate selections below by checking the corresponding item*

|   |  |  |
|---|--|--|
| <b>Training Intended for:</b><br>Fiscal Court<br>County Clerk<br>Sheriff<br>Jailer<br>All | <b>Registration Fees:</b><br>YES      Amount \$ _____<br>NO<br><b>Maximum Number of Participants:</b><br>_____ | <b>Proof of Attendance:</b><br>Sign-In / Out Sheets<br>Certificate<br>Other: |
|---|--|--|

Signature \_\_\_\_\_ Date: \_\_\_\_\_

Complete both pages of this form, sign and return along with a detailed course agenda to: Governor's Office for Local Development, County Officials Training Program, 1024 Capital Center Drive, Suite 340, Frankfort, KY 40601

Phone: 800-346-5606

Fax: 502-573-3712

Website: [www.gold.ky.gov](http://www.gold.ky.gov)

## **FOR GOLD USE ONLY**

Approved \_\_\_\_\_ Date: \_\_\_\_\_ Hours: \_\_\_\_\_

Denied \_\_\_\_\_ Date: \_\_\_\_\_



County Elected Officials  
Training Incentive Program  
Training Approval Request Form  
Page Two

Training Title: \_\_\_\_\_

Training Date: \_\_\_\_\_

Describe the learning objectives and how the content pertains to improving job knowledge or skills.

List Trainers: \_\_\_\_\_

Qualifications \_\_\_\_\_

Describe the materials to be provided to the trainees:

| This training is a requirement for: | List KRS, KAR or other cite: |
|-------------------------------------|------------------------------|
| Fiscal Court                        |                              |
| County Clerk                        |                              |
| Sheriff                             |                              |
| Jailer                              |                              |
| All                                 |                              |
|                                     |                              |

Has this training been specifically designed for Kentucky's county elected officials?

YES

NO

